

Subject: Re: Bike way Project Meeting Follow Up

From: Sarah Bell <sarah.bell@lacity.org>

Date: 4/28/20, 7:28 AM

To: Marcos Sanchez <marcos.sanchez@lacity.org>

CC: Wenn Chyn <wenn.chyn@lacity.org>

2:30?

On Tue, Apr 28, 2020 at 7:28 AM Marcos Sanchez <marcos.sanchez@lacity.org> wrote:

Unfortunately, I got called in for a meeting at City Hall at 11:30am today.
Can we move the phone call to anytime after 2pm today?
Thank you

On Mon, Apr 27, 2020 at 5:25 PM Wenn Chyn <wenn.chyn@lacity.org> wrote:
Hi Sarah,

This is fine. My cell number is 818-279-1668 as I plan to work from home tomorrow and if you use a 3-way phone call. Thank you so much for your help!

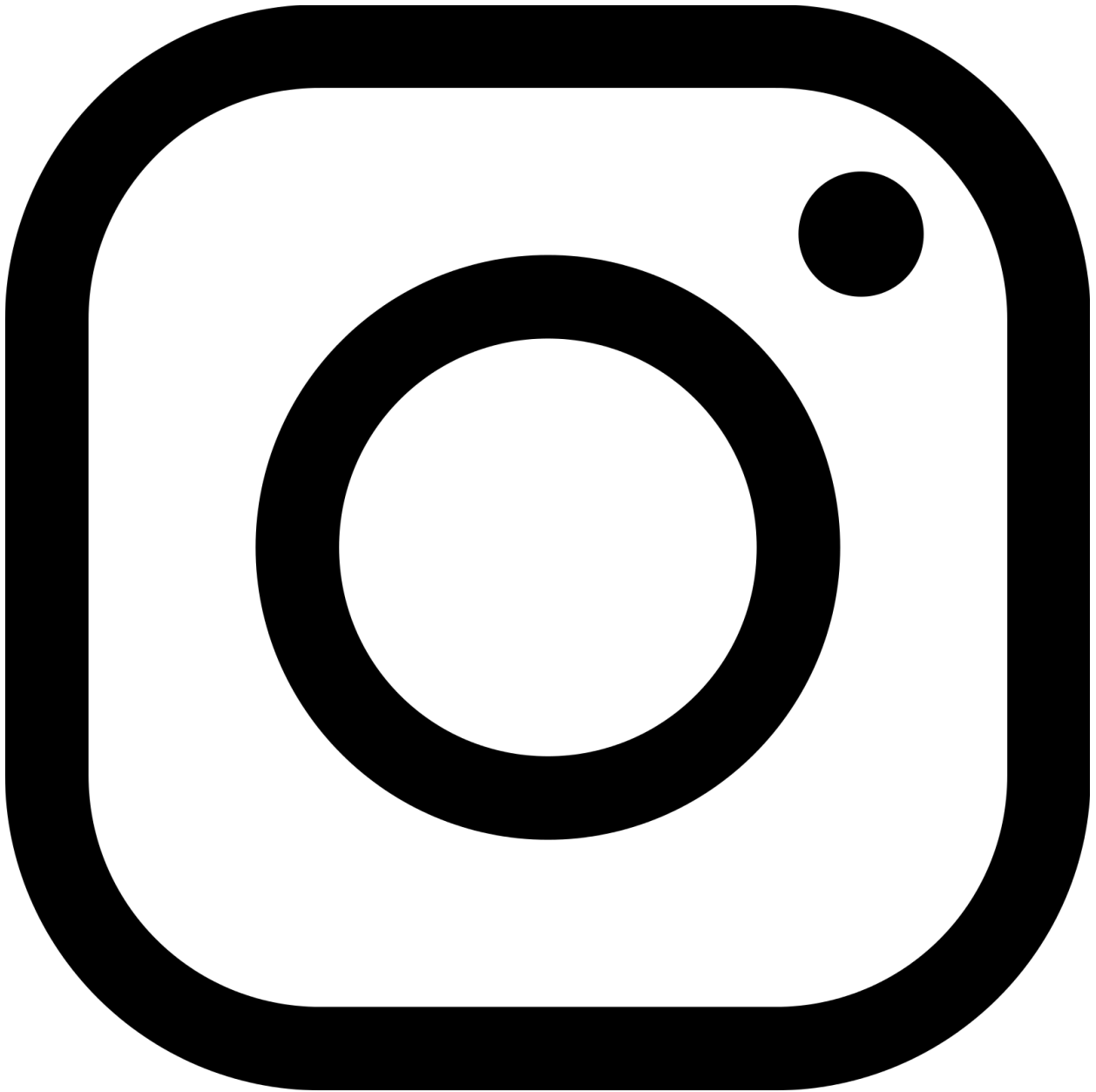
Thanks,
Wenn Chyn, P.E.
Bridge Improvement Division | Senior Construction Engineer
Bureau of Engineering | Department of Public Works
[1149 S. Broadway, Suite 750](#)
[Los Angeles, CA 90015](#)
Phone: 213 485 1455

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On Mon, Apr 27, 2020 at 5:03 PM Sarah Bell <sarah.bell@lacity.org> wrote:
I worked with Victor on the last project. I'd like to request that he join our next call. I think you, Marcos, and I should be enough for this discussion.

On Mon, Apr 27, 2020 at 4:31 PM Wenn Chyn <wenn.chyn@lacity.org> wrote:
Sarah,

Thank you for including me in this call. My schedule tomorrow is quite flexible. But I would like to invite Victor Cortes, the lead construction manager of the SF Rd Phase 3 bikeway project, to join us. will that be ok?

Thanks,

Wenn Chyn, P.E.

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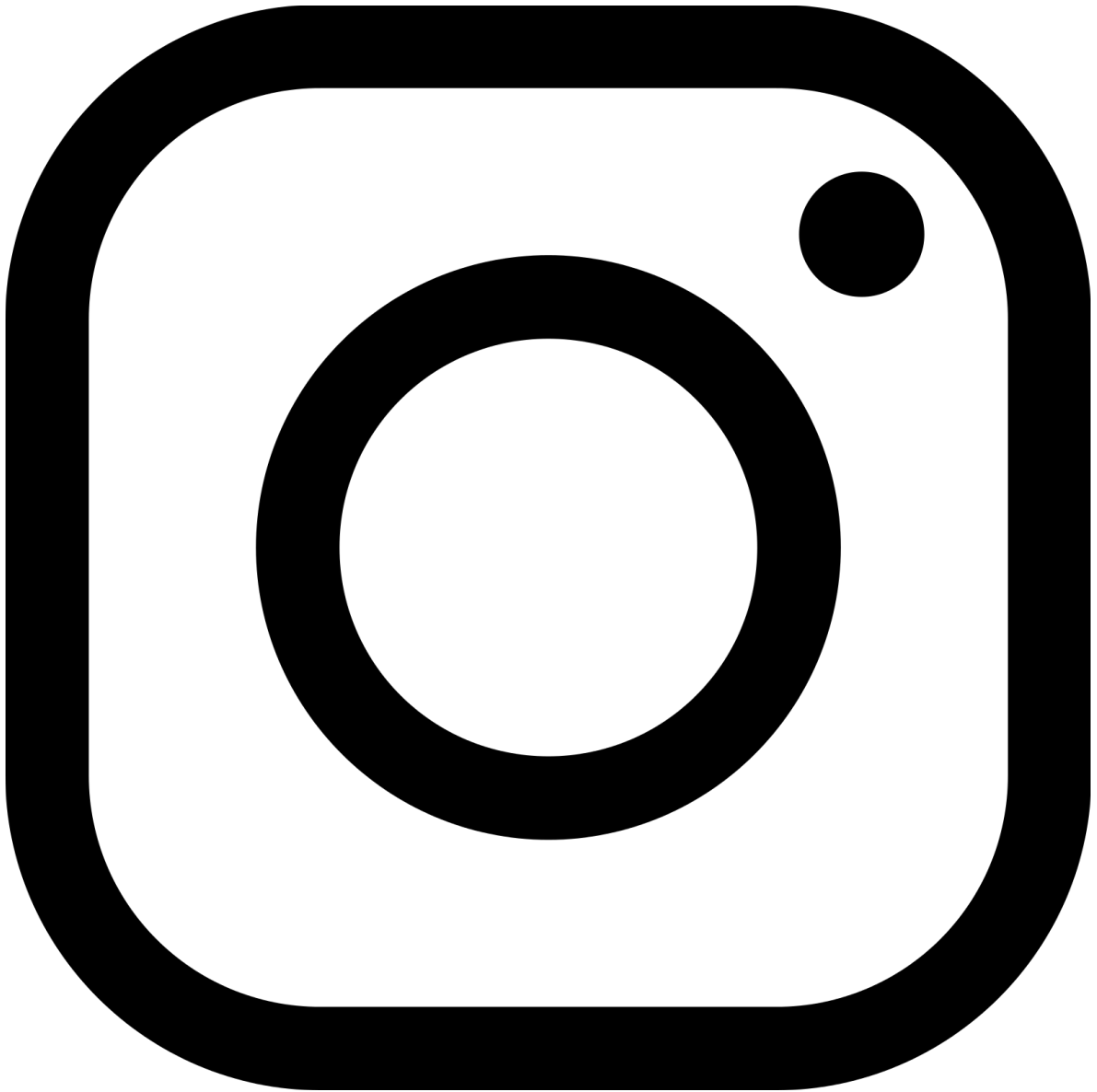
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On Mon, Apr 27, 2020 at 4:24 PM Sarah Bell <sarah.bell@lacity.org> wrote:

Hi Wenn,

I've spoken with Marcos and we'd like a conference tomorrow. Please let me know when you are available after 11:30am.

Sarah

On Mon, Apr 27, 2020 at 4:19 PM Wenn Chyn <wenn.chyn@lacity.org>

wrote:

Hi Sarah,

Ok, would you please elevate our request to your supervisor and your upper management? The lead construction manager from BSS communicated with METROLINK before and they will send their field safety personnel on site when we do the cleanup. Thanks.

Thanks,

Wenn Chyn, P.E.

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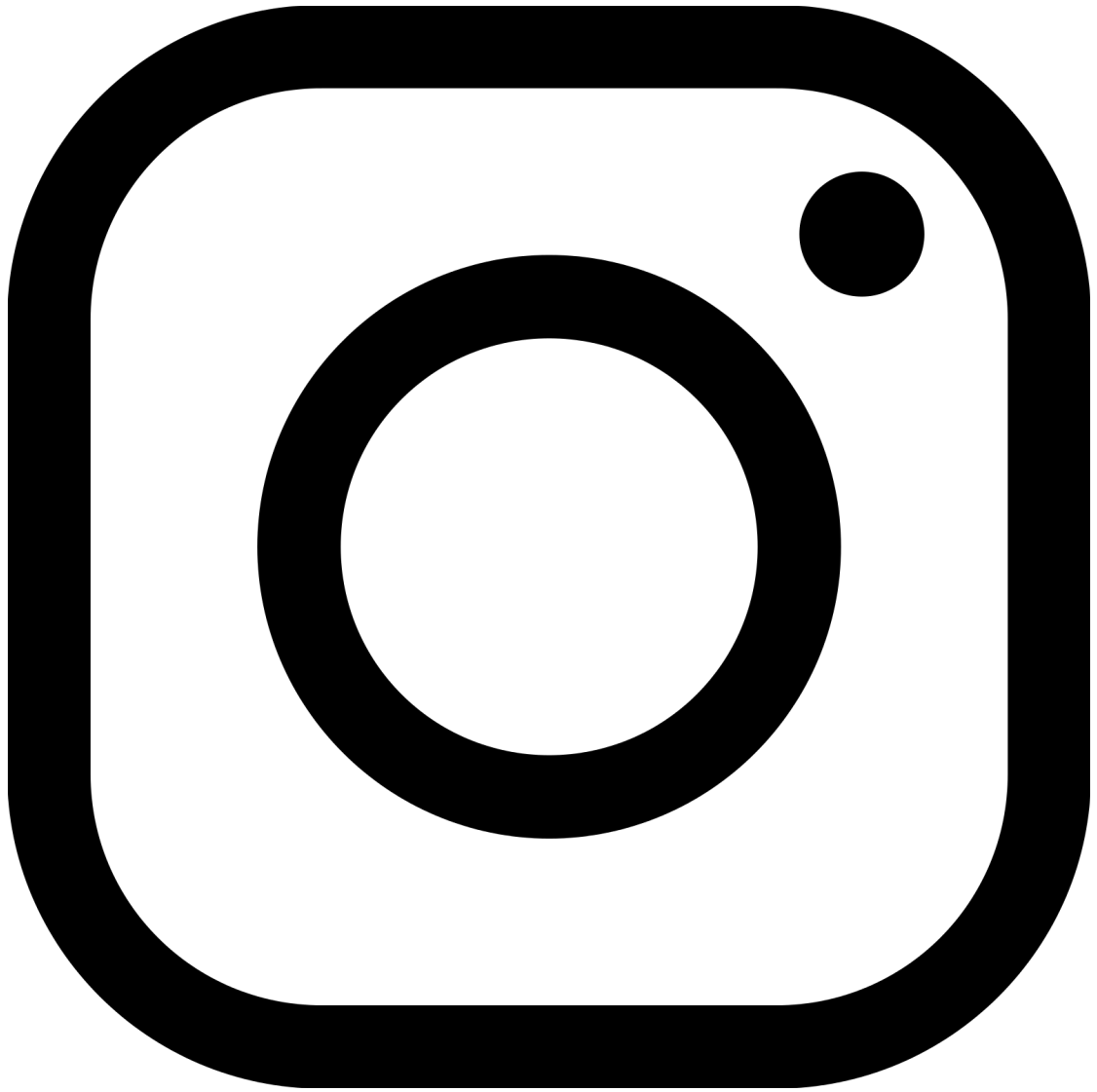
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On Mon, Apr 27, 2020 at 4:08 PM Sarah Bell <sarah.bell@lacity.org> wrote:

Hi Wenn,

I respectfully request that you allow our department to work with the council district on this matter.

Thanks,

Sarah

On Mon, Apr 27, 2020 at 4:06 PM Wenn Chyn <wenn.chyn@lacity.org> wrote:

Hi Sarah,

Thank you so much for our conversation this morning. I understand it is very challenging to you and your colleagues now due to the nature of your responsibilities. I followed up with the team folks from BOE and BSS. We hope no further delay to the bikeway construction. The team feels like elevating the contractor's concern to CD 6 to see if they can exempt the construction from the Council injunction decision. I will keep you in the loop. Thank you again and stay safe.

Thanks,

Wenn Chyn, P.E.

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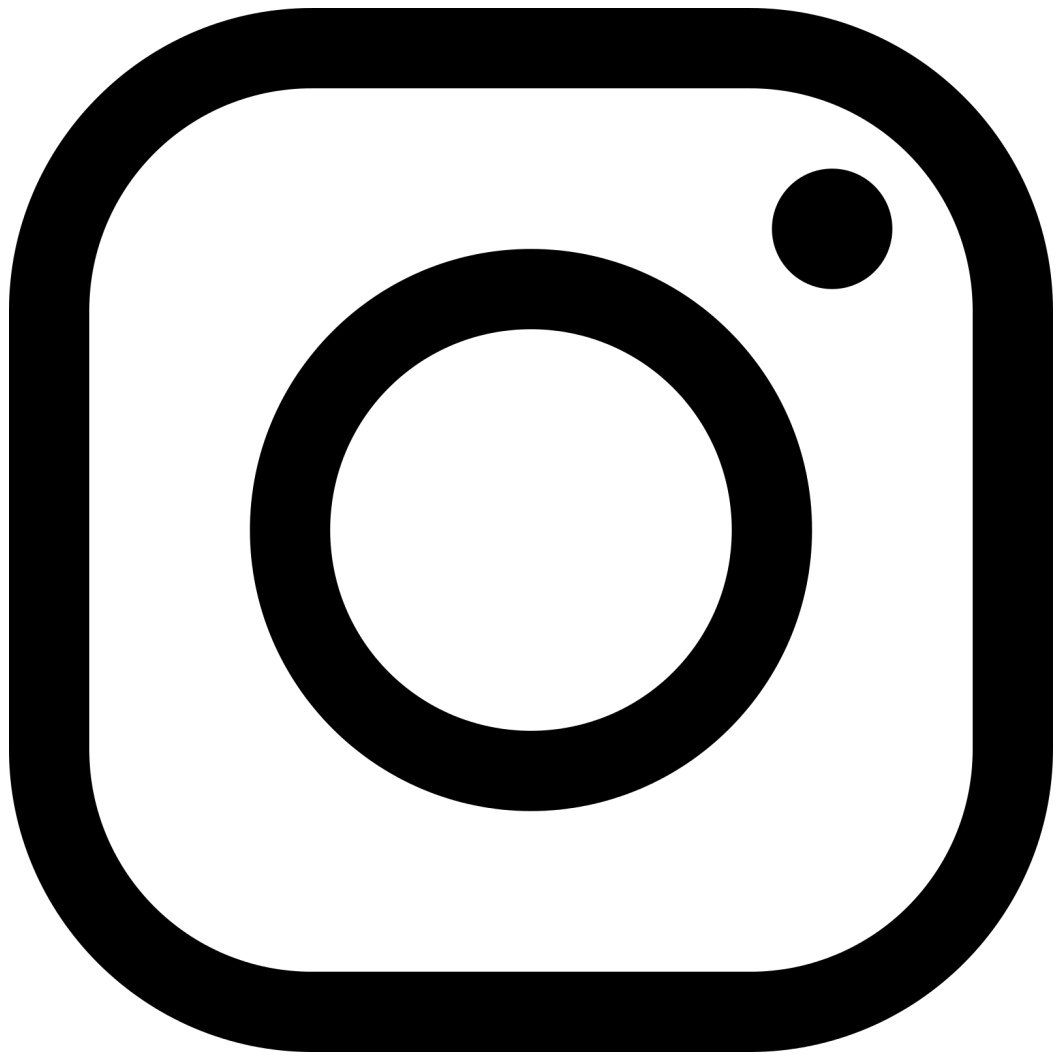
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On Tue, Apr 21, 2020 at 6:25 PM Wenn Chyn
<wenn.chyn@lacity.org> wrote:

Hi Sarah and Karla,

We are informed by the contractor, Sully-Miller, that they are scheduling to begin field work in 30 days. Sully Miller received the Right of Entry from METROLINK last week and their personnel begins to receive the mandatory safety training this week.

Please advise us when the SanitationTeam will clean up the encampment both underneath the existing vehicular bridge and near the SA Recycling facility. Let us know how to

coordinate. Thank you for your great help.

Thanks,

Wenn Chyn, P.E.

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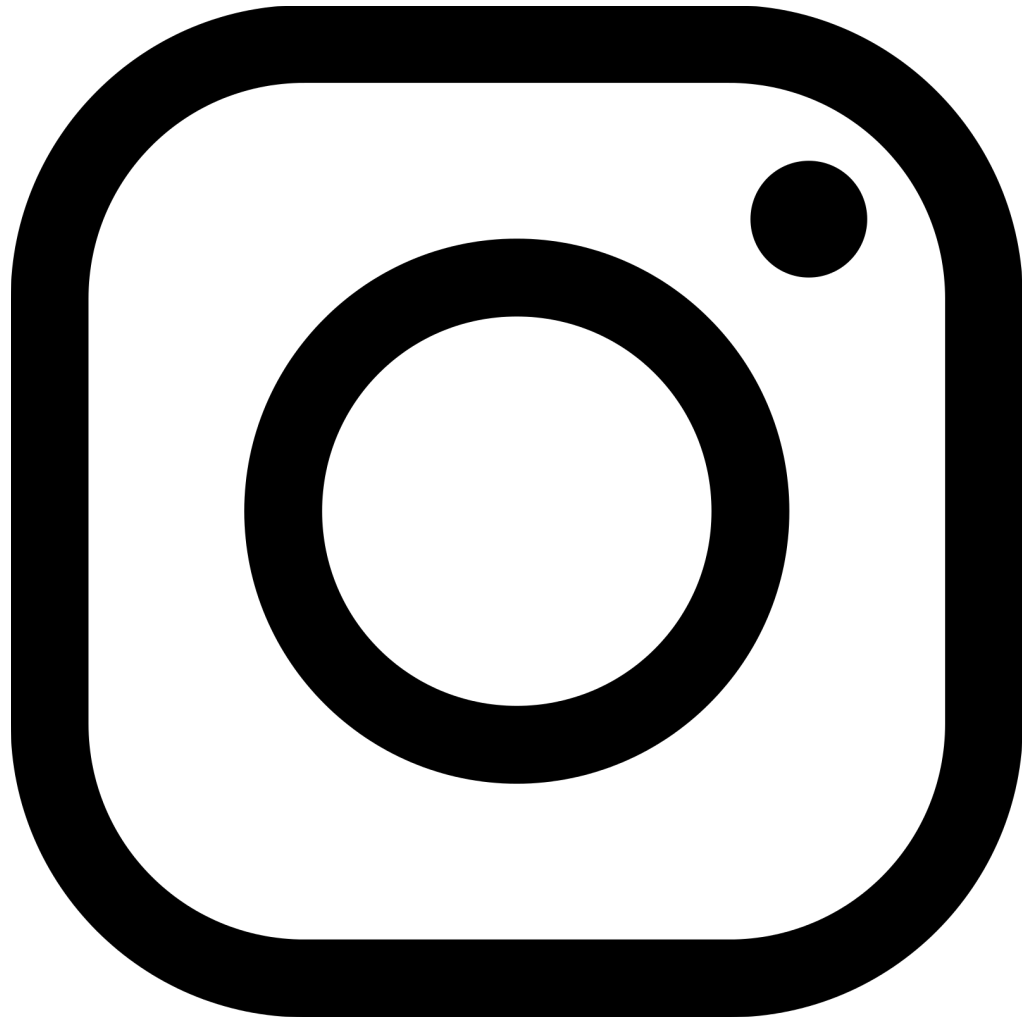
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On Fri, Apr 10, 2020 at 4:44 PM Wenn Chyn
<wenn.chyn@lacity.org> wrote:

Hi Sarah,

Hope this email finds you well. I apologized that we did not respond to you earlier. Since our last meeting, the team of the San Fernando Bikeway Phase 3 project has been working actively with an aim to start the field work in April. Although all engineering submittals are in place, we still need Metrolink's right of entry before move-in. According to Metrolink's procedure, the right of entry would be issued after the project field personnel completed their safety training. Unfortunately Metrolink has not been offering such training due to the COVID-19 crisis.

While we continue communication with Metrolink to get the training scheduled, or in an alternate format that would meet current government health orders, we would like to know what effects COVID-19 is having on your ability to do the homeless relocation and clean-up for this project. We appreciate LASAN and LAPD's support for our contractor's crew and City staff to perform the field work safely.

Much thanks and stay safe.

Wenn Chyn, P.E.

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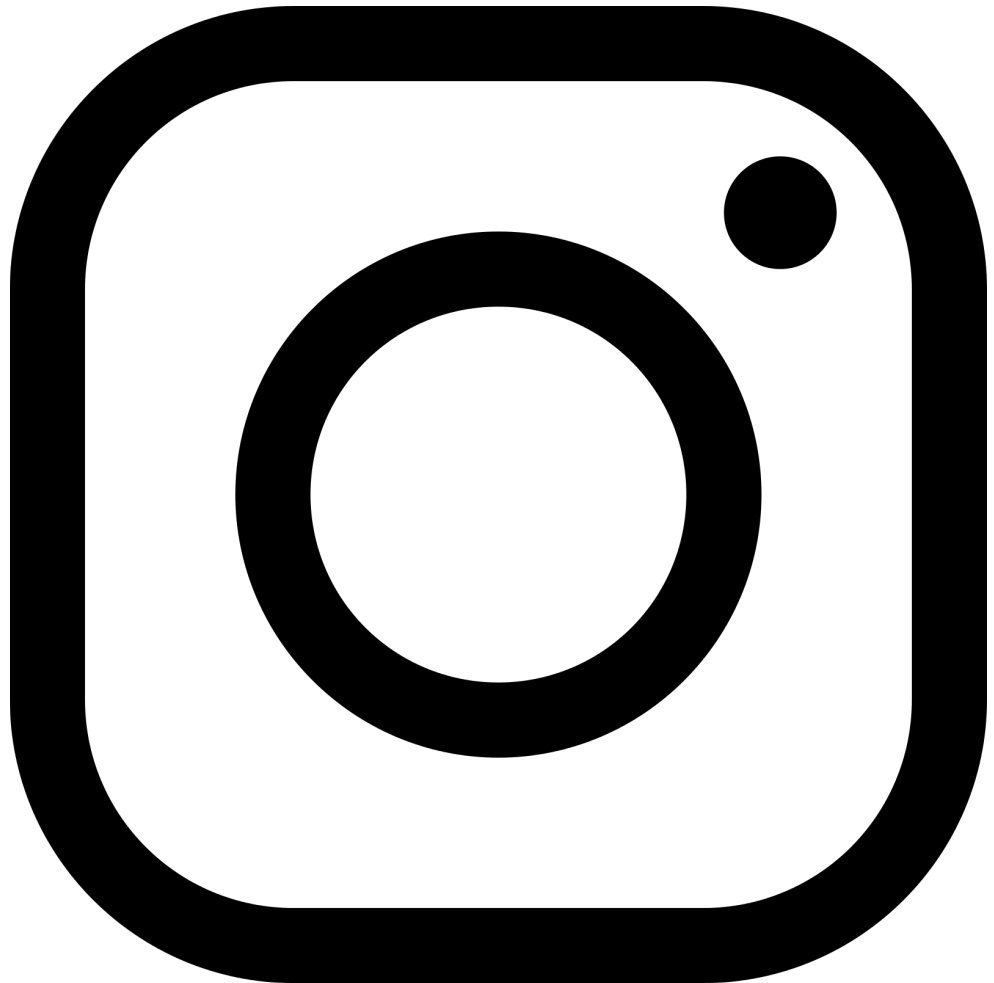
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On Fri, Feb 7, 2020 at 6:26 AM Sarah Bell
<sarah.bell@lacity.org> wrote:

Good morning,

Happy Friday! I am circling back to see if there is a timeline for this project yet? I want to make sure that we have ample time to coordinate our LASAN teams to handle the clean-up and have the area ready for your contractor.

Please advise.

Thank you,

Sarah

On Tue, Jan 14, 2020 at 10:47 AM Kyle Chan

<kyle.chan@lacity.org> wrote:

Good Morning Karla,

FYI, the conference room in our field office is relatively small (can fit ~8-10 people comfortably), so if you have a larger room at your office, we could meet there instead. If not, we should be able to make it work at our field office by meeting in the larger lobby area. Please let us know where you want to meet. Thanks.



Kyle Chan, M.S., P.E.

Civil Engineering Associate III | Design Build Group
Engineering Services Division | Bureau of Street Services
Department of Public Works | [City of Los Angeles](https://www.cityoflosangeles.org)
[1149 S Broadway 4th Floor, Los Angeles, CA 90015](https://www.cityoflosangeles.org)
O (213) 847-4281 | kyle.chan@lacity.org

On Thu, Jan 9, 2020 at 7:35 AM Kyle Chan

<kyle.chan@lacity.org> wrote:

Good Morning Karla,

Our field office address is [11480 Penrose Street, Los Angeles, CA 91352](https://www.google.com/maps/place/11480+Penrose+Street,+Los+Angeles,+CA+91352/@34.1111111,-118.1555556,15z), which is about 5 minutes from the San Fernando & Branford intersection. Please let us know if you have a closer office you would like to use, or if this location is acceptable. Thanks.



Kyle Chan, M.S., P.E.

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On Wed, Jan 8, 2020 at 6:47 PM Karla Maqueda
<karla.maqueda@lacity.org> wrote:

Hi everyone,

The LAPD officers have confirmed for Wednesday January 15th, 2019 at 10:30am. Which of our offices is closest to Old San Fernando Road and Branford in case we need to visit the location during the meeting?

Best,
Karla

On Mon, Jan 6, 2020 at 9:42 AM Sarah Bell
<sarah.bell@lacity.org> wrote:

Happy New Year Everyone!

So far I am available either day. Please send a calendar appointment when the date and time are finalized.

Thank you,

Sarah
Sarah Elizabeth Bell
Public Relations Specialist
Community Services Group
Los Angeles Sanitation and Environment
[1149 S. Broadway, Ste 500](#)
[213-847-3457](tel:213-847-3457) (direct)
sarah.bell@lacity.org

On Wed, Jan 1, 2020 at 8:12 PM Wenn Chyn
<wenn.chyn@lacity.org> wrote:

Hi Karla and Marcos,

Hope you have enjoyed a nice holiday time. We are getting back to you to schedule our next meeting. We have two proposed dates and times:

1. Wednesday January 15, 10:30. The construction team has regular meetings with the contractor on Wednesday mornings in the field office which is near your office. The team meeting will be over by 10:30. If you are available at that time, you are welcome to meet us there. Or,
2. Thursday January 16, say 9:30. We can meet at your office.

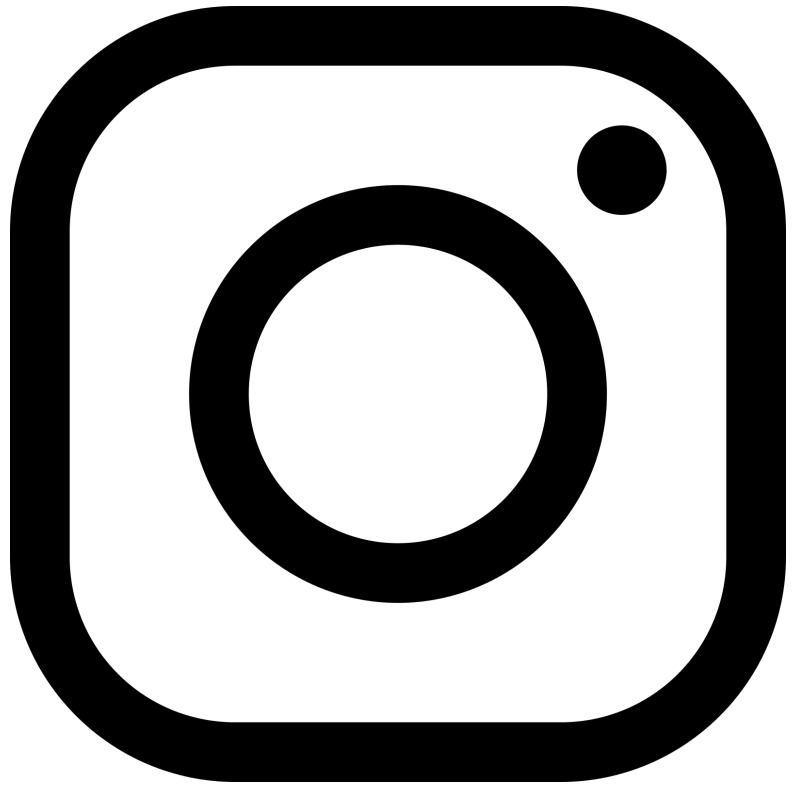
Thank you for coordinating with the LAPD and other City personnel who will be able to provide necessary assistance for the construction.

Thanks,
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On Mon, Dec 16, 2019 at 12:15 PM Wenn Chyn <wenn.chyn@lacity.org> wrote:

Thanks everyone for your help! Attached is the sign-in sheet with an additional name.

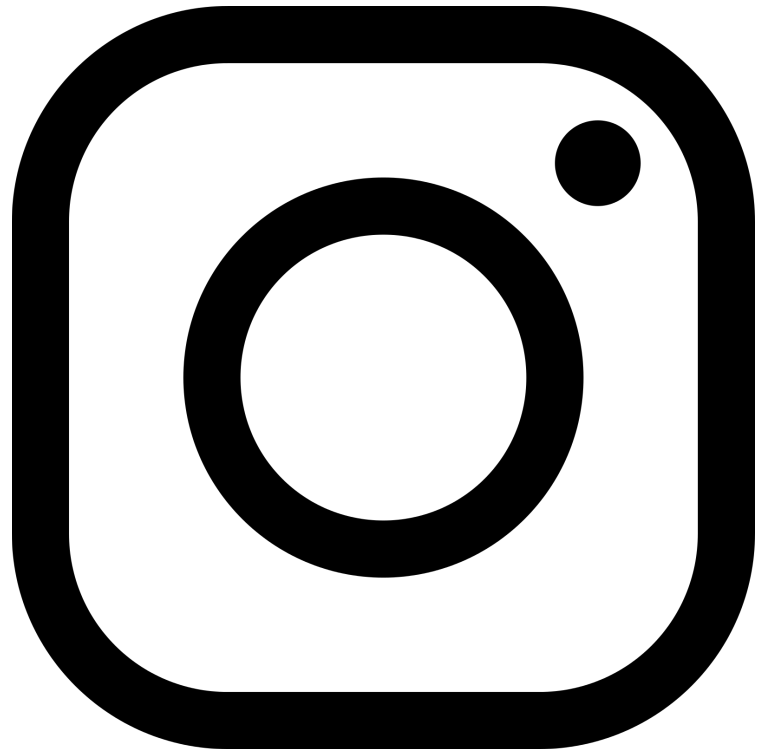
Thanks,
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On Fri, Dec 13, 2019 at 3:35 PM Claudia Veronica Carrillo <claudia.carrillo@lacity.org> wrote:

Hi Karla,

Please see below for my notes on today's meeting.

1. There are currently about 50 people
 - a. 30 under the bridge
 - b. 20 along San Fernando Rd
3. Per the contractor's current tentative schedule, temporary fencing to be installed in mid-February and bridge construction activities to begin in March 2020.
4. Sanitation recommends for the contractor to fence the work area and declare it an official work zone. The contractor must add no

trespassing signage with municipal codes. Having a declared work zone allows LAPD to have easier access to vacate the area as well to enforce trespassing daily for the first four weeks of construction.

a. Fencing subject to Metrolink review and approval.

2. CD6 proposes a construction staging area for the contractor, along old San Fernando Rd.

3. Sanitation to be kept in the loop of construction activities and schedule.

a. Sarah Bell requires a minimum of 20-day advance notice to coordinate clean up activities on the surface streets. Clean-up on surface streets can be done in one day.

b. Minimum of a one-month advance notice to coordinate clean-up under the bridge. Clean up activities under the bridge takes about 3-4 days.

c. Clean up for the bridge to be closely coordinated once the contractor is closer to breaking ground. Clean up activities to be performed the week before the contractor breaks ground.

4. CD6 requests for groundbreaking ceremony to be scheduled after the bridge and streets have been cleared out.

a. DOT to coordinate with Sanitation to clean the street prior to the groundbreaking ceremony. Sanitation requires 2-3 weeks of advanced notice to coordinate street cleaning.

2. BOE/BSS/DOT to explore long term mitigation for securing the spans of proposed bicycle bridge and existing vehicular bridge over Tujunga Wash. Including a concept design and cost estimate to be presented to CD6.

3. Next meeting to be scheduled for the second week of January at CD6 office. Invite to be sent

by Karla Maqueda.

Respectfully,



Claudia Carrillo
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O [\(213\) 847-5260](#) | claudia.carrillo@lacity.org

On Fri, Dec 13, 2019 at 12:28 PM Karla Maqueda <karla.maqueda@lacity.org> wrote:

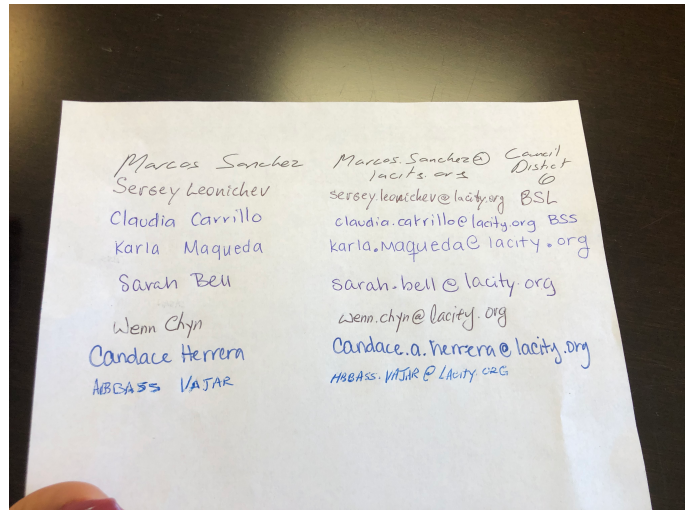
Hi everyone,

Thank you all for a great meeting!

Key Takeaways:

- New Meeting second week of January
 - **CD6** brings in LAPD (SLO, Captain Grimes, Commander Hamilton)
 - **BSS** brings contractor
- Work beginning early april, site must be secure by end of March
- **BOE/BSL/DOT** exploring environmental changes (backfill or sturdy fence) for the bridge in phase 2 to potentially apply to phase 3 bridge.
- **BSS + Contractor** looking into expanding constructions zone with Metrolink to be as large as possible.
- **BSL** will have a game plan on retrofitting lights down san fernando from branford to sheldon by groundbreaking
- **CD6** coordinates LAHSA, LAFH
- **Sanitation and CD6** coordinating clean ups with at least 3 week prior notice of desired clean up date
- Candance.a.herrera@lacity.org is the contact for bikeway path maintenance once it open to the public.

I have attached the sign up sheet and a visual of what our office is thinking the construction zone should be.



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